Infinite Campus University
Customer Course Catalog

Infinite Campus

Spring Course Offerings
As of April 2006

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Customer Course Catalog
April 2006

Document Creation

This document is created and maintained by Infinite Campus, Inc.

Disclaimer

Catalog Information

How to use this catalog

1. Courses by Number

Courses are sorted by number. The following key defines the course numbering convention:

Code	Definition
AD	Adhoc Reporting courses
AT	Attendance courses
BE	Behavior courses
CA	Campus Recordings
CE	Census courses
FO	Food Service courses
GR	Grading & Standards courses
ME	Messenger courses
SC	Scheduling courses
ST	Student Information courses
SY	System Administration courses
TE	Technical courses
1000	Basic level courses
2000	Intermediate level courses
3000	Advanced level courses

Examples
AD 1000 is a basic course "Ad Hoc Reporting: Fee Queries."
SC 2020 is an intermediate course "Scheduling: Schedule Wizard Overview."

2. Courses by Date

Courses are listed by dates available on the following pages to assist your planning.

3. Courses By Delivery

Classroom courses meet at the designated location as noted in the schedule. WebEx courses meet at the designated time from your site.

Procedures and Policies

Registration

Procedures

To register for a course click on or type the following link into a web browser's address bar:
http://cpu.infinitecampus.com:8080/icu/

Steps to register on-line:
1. Click on My Account
2. Click on Create Account
3. Complete the requested information
4. Click on All Events
5. From the Audience drop-down list select "Customers"
6. From the Type drop-down list select "Course"
7. From the Status drop-down list select "Open"
8. From the Delivery drop-down list select "WebEx" or "In Person"
9. Click on the name of the course to register for it.
10. Click on the "Register Now" button.
11. Enter a Purchase Order Number
12. If your district has a subscription to ICU click on the "Other" radio button and enter Pre-Paid in the text box.
13. Repeat steps 4 – 12 to register for additional courses.

Email: icu@infinitecampus.com or call Angela Kearney at 651-204-3219 if you have questions about registering on-line.

Policies

Registration Deadlines
Registration is due two business days prior to attending a "WebEx" course and five business days prior to attending an "In Person" course.

Receipt of Payment
Payment is required prior to attending a WebEx and/or In Person course. A valid purchase order number (PO#) is an acceptable method of pre-payment.

Cancellation

Procedures

To cancel your registration for a WebEx or Classroom click on or type the following link into a web browser's address bar:
http://cpu.infinitecampus.com:8080/icu/

Steps to cancel a registration:
1. Sign In
2. Click on My Events
3. Click on the name of the course you would like to cancel
4. Click on the "Cancel Registration" button

Policies

Cancellation Deadline
Cancellations are due 48 hours prior to the date of the course. You will receive an email notifying you of any cancellations. No refunds will be issued for the cancellation of a course.

Minimum Class Size
Infinite Campus University (ICU) reserves the right to cancel any course that does meet the minimum class size requirement. Full refunds will be issued for courses canceled by ICU.

Maximum Class Size
ICU reserves the right to close a class to additional registrations if the maximum class size is reached. Additional registration requests for a closed class will be placed on a waiting list pending any course cancellation requests.

Pricing

If you are interested in taking a variety of courses consider either the package or subscription options. The package option allows you to bundle courses together at a discounted price. The subscription option provides you with unlimited access to courses for one year.

Single Course Option

Courses may be purchased individually. Prices for each course are listed in the course catalog and on-line when you click on the name of the course.

Subscription Option

Contact your local reseller regarding annual individual and/or group subscription pricing. If you have any further questions regarding subscription pricing contact icu@infinitecampus.com

Courses by Number

*All courses are Central DaylightTime unless otherwise noted

AD 1000	Ad Hoc Reporting: Fee Queries	**Duration** 2 hours

Price $79.00   **Delivery** WebEx

Prerequisites None

Description Learn to use the Query Wizard to create filters, export data, design and build adhoc reports to manage student fee payments and assignments in Campus

Audience Building/District level staff who manage student fees in Campus.

Class Size 6 - 15

Offered 6/20/2006 9:30 AM   **Location** WebEx Online

AD 1010	Ad Hoc Reporting: Course and Section Queries	**Duration** 2 hours

Price $79.00   **Delivery** WebEx

Prerequisites None

Description Learn to use the Query Wizard to create filters, export data, design and build ad hoc reports with a school's course and section information.

Audience Building/District level staff who create reports on a school's courses and sections.

Class Size 6 - 15

Offered 6/15/2006 9:30 AM   **Location** WebEx Online

AD 1020	Ad Hoc Reporting: Census Queries	**Duration** 2 hours

Price $79.00   **Delivery** WebEx

Prerequisites None

Description Learn to use the Query Wizard to create filters, export data, design and build adhoc reports with Census information.

Audience Building/District level staff who create reports using Census data.

Class Size 6 - 15

Offered 6/13/2006 1:30 PM   **Location** WebEx Online

AD 1030	Ad Hoc Reporting: Behavior Queries	**Duration** 2 hours

Price $79.00   **Delivery** WebEx

Prerequisites None

Description Learn to use the Query Wizard to create filters, export data, design and build adhoc reports about a school's behavior information.

Audience Building/District level staff who manage student behavior information.

Class Size 6 - 15

Offered 5/11/2006 1:30 PM   **Location** WebEx Online

AD 1040 — Ad Hoc Reporting: Attendance Queries

		Duration	2 hours
Price	$79.00	**Delivery**	WebEx

Prerequisites None

Description Learn to use the Query Wizard to create filters, export data, design and build adhoc reports about a school's attendance data.

Audience Building/District level staff who manage student attendance information.

Class Size 6 - 15

Offered 5/9/2006 9:30 AM   **Location** WebEx Online

AD 1050 — Ad Hoc Reporting: Basics

		Duration	2 hours
Price	$79.00	**Delivery**	WebEx

Prerequisites

Description Learn the basics of filtering data, designing reports, building reports, and data export.

Audience Building/District level staff who create filters and reports.

Class Size 6 - 15

Offered 4/26/2006 9:30 AM   **Location** WebEx Online

AD 2010 — Ad Hoc Reporting: SQL Pass Through Queries

		Duration	2 hours
Price	$79.00	**Delivery**	WebEx

Prerequisites None

Description This session is a basic introduction to using the SQL Pass Through Query feature available in Adhoc Reporting.

Audience Building/District level staff interested in learning about SQL Pass Through Queries

Class Size 6 - 15

Offered 6/6/2006 12:30 PM   **Location** WebEx Online

AD 2020 — Ad Hoc Reporting: Advanced Queries and Reports (NO SQL)

		Duration	2 hours
		Delivery	WebEx
Price	$79.00		

Prerequisites None

Description This session will assist users in designing and building needed adhoc queries and reports. Email icu@infinitecampus.com at least one week prior to class any questions or data you would like to filter on in Campus.

Audience Building/District level staff who have experience with AdHoc Reporting.

Class Size 6 - 15

Offered 6/6/2006 9:30 AM   **Location** WebEx Online

AD 2030	Ad Hoc Reporting: Cube Designer	**Duration**	2 hours
		Delivery	WebEx

Price $79.00

Prerequisites None

Description This introductory session will cover the basic use and functionality of the Cube Designer available in Campus.

Audience Building/District level staff who analyze school data.

Class Size 6 - 15

Offered

6/7/2006 9:30 AM	**Location**	WebEx Online

AD 3000	Ad Hoc Reporting: Queries, Reports (NO SQL) Workshop	**Duration**	4 hours
		Delivery	In Person

Price $129.00

Prerequisites None

Description Learn and practice using the Selection Editor and Query Wizard to create filters, the report designer to design reports, the report builder to run reports, and data export.

Audience Building/District level staff who are creating filters and reports. Bring your questions with you to Arden Hills, MN.

Class Size 6 - 15

Offered

6/22/2006 12:30 PM	**Location**	Arden Hills, MN
5/8/2006 12:30 PM	**Location**	Arden Hills, MN

AD 3010	Ad Hoc Reporting: Queries, Reports (WITH SQL) Workshop	**Duration**	4 hours
		Delivery	In Person

Price $129.00

Prerequisites None

Description Learn and practice using the Selection Editor, Query Wizard, SQL pass-through to create filters, the report designer to design reports, the report builder to run reports, and data export.

Audience Building/District level staff who are creating filters with all available tools including SQL and reports. Bring your questions with you to Arden Hill, MN.

Class Size 6 - 15

Offered

6/26/2006 12:30 PM	**Location**	Arden Hills, MN
5/9/2006 12:30 PM	**Location**	Arden Hills, MN

AD 3020 — Ad Hoc Reporting: Cube Designer Workshop

Duration 4 hours
Delivery In Person

Price $129.00

Prerequisites None

Description Learn and practice using the Cube Designer to analyze data. Bring your questions with you to Arden Hills, MN.

Audience Building/District level staff who analyze school/district data.

Class Size 6 - 15

Offered
| 6/22/2006 8:00 AM | **Location** | Arden Hills, MN |
| 5/8/2006 8:00 AM | **Location** | Arden Hills, MN |

AT 1020 — Attendance: Reports

Duration 1 hour
Delivery WebEx

Price $79.00

Prerequisites

Description Learn about the information available in Campus canned attendance reports available in the Attendance module.

Audience Building/District level staff responsible for attendance data.

Class Size 6 - 15

Offered
| 6/7/2006 9:30 AM | **Location** | WebEx Online |

AT 2000 — Attendance Messenger: Communicating to Guardians

Duration 1 hour
Delivery WebEx

Price $79.00

Prerequisites None

Description Learn how to set up trigger criteria, use the data elements and subreports to generate attendance calling/email messages.

Audience Building level staff who will use the attendance messenger (dialer).

Class Size 6 - 15

Offered
| 5/12/2006 1:30 PM | **Location** | WebEx Online |

AT 2010 — Attendance: Letter Wizard

Duration 2 hours
Delivery WebEx

Price $79.00

Prerequisites None

Description Learn how to set up trigger criteria, use the data elements and subreports to generate attendance letters.

Audience Building level staff who create Attendance letters for their school.

Class Size 6 - 15

Offered
| 4/18/2006 9:30 AM | **Location** | WebEx Online |

| BE 1010 | Behavior: Reports | **Duration** | 1 hour |
| **Price** | $79.00 | **Delivery** | WebEx |

Prerequisites

Description Learn about the different options for generating behavior event and resolution reports.

Audience Building/District level staff who manage student behavior.

Class Size 6 - 15

Offered 6/13/2006 1:30 PM **Location** WebEx Online

| BE 2000 | Behavior: Messenger Capabilities | **Duration** | 2 hours |
| **Price** | $79.00 | **Delivery** | WebEx |

Prerequisites

Description Learn how to create behavior messenger templates, schedule behavior messages, and use the new behavior referral capabilities

Audience Building level staff who manage student behavior.

Class Size 6 - 15

Offered 6/12/2006 9:30 AM **Location** WebEx Online

| BE 2010 | Behavior: Letter Wizard | **Duration** | 2 hours |
| **Price** | $79.00 | **Delivery** | WebEx |

Prerequisites

Description Learn how to use the Behavior Letter Wizard effectively.

Audience Building level staff who manage student behavior.

Class Size 6 - 15

Offered 6/20/2006 9:30 AM **Location** WebEx Online

CA 998	Campus Recordings: FREE Instruction Module Recordings	**Duration**	2 hours
		Delivery	Recording
Price	$0.00		

Prerequisites

Description Learn the basics of the instruction module via a WebEx recording. You will need to install the WebEx Player on your computer. It is available free of charge at http://webex.com/support/downloads-player.html

Audience Building/District level staff who want to learn the basics of the instruction module.

Class Size Unlimited

Offered 4/17/2006 9:30 AM **Location** WebEx Recordin

CE 1010	Census: Reports		**Duration**	1 hour
Price	$79.00		**Delivery**	WebEx

Prerequisites

Description   Learn about the information available in Campus canned Census reports available in the Census module.

Audience   Building/District level staff responsible for Census and Enrollment information.

Class Size   6 - 15

Offered   5/27/2006 12:30 PM   **Location**   WebEx Online

FO 1000	Food Service: Free Overview of Campus Food Service		**Duration**	2 hours
			Delivery	WebEx

Price $0.00

Prerequisites   None

Description   This FREE session provides an overview of the Campus Food Service module now available.

Audience   District administrators and food service directors interested in what Campus Food Service has to offer.

Class Size   6 - 15

Offered   5/22/2006 2:00 PM   **Location**   WebEx Online

GR 1000	Grading & Standards: Opening and Closing the Grading Window		**Duration**	1 hour
			Delivery	WebEx

Price $79.00

Prerequisites   None

Description   Learn how open and close the grading window for teachers to post term grades.

Audience   Building/District level staff who open and close the grading window.

Class Size   6 - 15

Offered   5/17/2006 9:30 AM   **Location**   WebEx Online

GR 1010	Grading & Standards: Composite Auto Grading		**Duration**	1 hour
Price	$79.00		**Delivery**	WebEx

Prerequisites   None

Description   Learn how to set up score groups, courses, and use the Auto Grade feature to post composite term grades for students.

Audience   Building/District level staff who are responsible for reporting term grades.

Class Size   6 - 15

Offered   5/26/2006 9:30 AM   **Location**   WebEx Online

| GR 1020 | Grading & Standards: Reports | **Duration** | 1 hour |
| | | **Delivery** | WebEx |

Price $79.00

Prerequisites

Description Learn about the canned reports located in Grading & Standards>Reports

Audience Building/District level staff who determine grading and standards policy and procedure(i.e. Curriculum Directors, Department Heads, ect…)

Class Size 6 - 15

Offered 5/27/2006 9:30 AM   **Location** WebEx Online

| GR 2000 | Grading & Standards: Curriculum Programs/Grad Planner | **Duration** | 2 hours |
| | | **Delivery** | WebEx |

Price $79.00

Prerequisites None

Description Learn to create curriculum programs, assign them to students, and view student progress in the Grad Planner.

Audience Building/District level staff interested in using the Grad Planner to track student progress in a specific program and those in charge of defining those programs.

Class Size 6 - 15

Offered 5/23/2006 9:30 AM   **Location** WebEx Online

| GR 2010 | Grading & Standards: Curriculum Programs and Grad Planner Workshop | **Duration** | 4 hours |
| | | **Delivery** | In Person |

Price $129.00

Prerequisites None

Description This workshop will assist you in setting up curriculum programs, assigning them to students, and viewing student progress in the Grad Planner.

Audience Building/District level staff interested in setting up the Grad Planner to track student progress in a specific program and those in charge of defining those programs.

Class Size 6 - 15

Offered 6/13/2006 8:00 AM   **Location** Arden Hills, MN

GR 2020	Grading & Standards: Elementary Scheduling and Standards Set Up	**Duration**	2 hours
		Delivery	WebEx

Price	$79.00
Prerequisites	None
Description	Explore the options for setting up elementary courses, sections, rosters, grading tasks and standards.
Audience	Building/District level staff who are considering using Campus for grading and Elementary report cards.
Class Size	6 - 15
Offered	5/17/2006 1:30 PM **Location** WebEx Online

GR 2030	Grading & Standards: Elementary Scheduling and Standards Set Up Workshop	**Duration**	4 hours
		Delivery	In Person

Price	$129.00
Prerequisites	None
Description	This workshop will assist you in setting up your elementary school currriculum in Campus. You will need to bring any relevant curriculum information with you to class. If you have questions email icu@infinitecampus.com
Audience	Building/District level staff who are will be setting up standards for secondary grading and report cards.
Class Size	6 - 15
Offered	6/13/2006 12:30 PM **Location** Arden Hills, MN

GR 2040	Grading & Standards: Secondary Scheduling and Standard Set Up	**Duration**	2 hours
		Delivery	WebEx

Price	$79.00
Prerequisites	None
Description	Explore options for setting up secondary courses, sections, grading tasks and standards.
Audience	Building/District level staff who create new courses and sections outside of the schedule wizard.
Class Size	6 - 15
Offered	5/23/2006 1:30 PM **Location** WebEx Online

GR 2050	Grading & Standards: Grading Set Up	**Duration**	2 hours
Price	$79.00	**Delivery**	WebEx

Prerequisites	None
Description	This course will demonstrate how to set up grading tasks and standards using: Standard and Credit Groups, Score Groups, Courses, Transcripts, GPA calculations, and teacher view
Audience	Building/District level staff who need to understand GPA and credit calculation, to set up school/district grading tasks and standards for courses.
Class Size	6 - 15

Offered	5/25/2006 9:30 AM	**Location**	WebEx Online

GR 2060	Grading & Standards: Course Catalog	**Duration**	2 hours
Price	$79.00	**Delivery**	WebEx

Prerequisites	None
Description	Learn how to set up the course catalog and course masters for your district.
Audience	District staff who are interested in setting up a consistent course curriculum for the district.
Class Size	6 - 15

Offered	4/18/2006 9:30 AM	**Location**	WebEx Online

ME 2000	Messenger: School/District Messenger	**Duration**	2 hours
Price	$79.00	**Delivery**	WebEx

Prerequisites	None
Description	Learn to author and send district/school messages to students and guardians.
Audience	Building/District level staff who will be creating and sending school/district messages to students and guardians.
Class Size	6 - 15

Offered	4/24/2006 1:30 PM	**Location**	WebEx Online

ME 2010	Attendance Messenger: Communicating with Parents/Guardians	**Duration**	1 hour
		Delivery	WebEx
Price	$79.00		

Prerequisites	
Description	Learn how to set up trigger criteria and use the data elements and sub-reports to generate attendance phone calls and/emails.
Audience	Building/District level staff responsible for school attendance.
Class Size	6 - 15

Offered	5/31/2006 9:30 AM	**Location**	WebEx Online

ME 2020	Behavior Messenger: Communicating with Parents/Guardians	**Duration**	2 hours
		Delivery	WebEx

Price $79.00

Prerequisites

Description Learn how to set up trigger criteria, create templates, and schedule behavior messages to send to parents and guardians.

Audience Building/District level staff responsible for student behavior.

Class Size 6 - 15

Offered 6/22/2006 9:30 AM   **Location** WebEx Online

ME 2030	Teacher Messenger: Communicating with Parents/Guardians	**Duration**	2 hours
		Delivery	WebEx

Price $79.00

Prerequisites

Description Learn how to send messages to parents and guardians about classroom events, notices, and achievement.

Audience Building/District level staff responsible for student achievement and instruction

Class Size 6 - 15

Offered 6/15/2006 1:30 PM   **Location** WebEx Online

SC 1000	Scheduling: Reports	**Duration**	2 hours
Price	$79.00	**Delivery**	WebEx

Prerequisites

Description Learn about the information available in canned reports located in Scheduling>Reports. Understand which reports are useful before, during, and/or afer completing the master schedule for a new school year.

Audience Building/District level staff responsible for the master schedule.

Class Size 6 - 15

Offered 5/2/2006 9:30 AM   **Location** WebEx Online

SC 2000	Scheduling: Scheduling Preparation (No Course Catalog).	**Duration**	2 hours
		Delivery	WebEx

Price $79.00

Prerequisites None

Description Learn how to prepare for scheduling including calendar roll forward, enrollment roll forward, course set up, student registration, and request analyzing.

Audience Building/District level staff responsible for the master schedule.

Class Size 6 - 15

Offered 4/19/2006 9:30 AM   **Location** WebEx Online

SC 2010	Scheduling: Scheduling Preparation (Using a Course Catalog)	**Duration**	2 hours
		Delivery	WebEx

Price $79.00

Prerequisites

Description Learn how to prepare for scheduling including calendar and enrollment roll forward, course set up, student registration, and request analyzing.

Audience Building/District level staff responsible for building the master schedule.

Class Size 6 - 15

Offered 4/19/2006 1:30 PM   **Location** WebEx Online

SC 2020	Scheduling: Schedule Wizard Overview	**Duration**	2 hours
		Delivery	WebEx

Price $79.00

Prerequisites None

Description Learn basic navigation and functionality for using the scheduling wizard. Understand the right click, hover, and color coding features for identifying potential issues with your master schedule.

Audience Building/District level staff responsible for the master schedule.

Class Size 6 - 15

Offered 5/1/2006 1:30 PM   **Location** WebEx Online

ST 1000	Student Information: Fee Management	**Duration**	1 hour
		Delivery	WebEx

Price $79.00

Prerequisites None

Description Learn end of year processing for managing student fees.

Audience Building/District level staff who assign and track fees.

Class Size 6 - 15

Offered 5/3/2006 9:30 AM   **Location** WebEx Online

ST 1010	Student Information: Locker Management	**Duration**	1 hour
		Delivery	WebEx

Price $79.00

Prerequisites None

Description Learn end of year processing for managing lockers.

Audience Building level staff who manage student lockers.

Class Size 6 - 15

Offered 4/18/2006 1:30 PM   **Location** WebEx Online

ST 1030	Student Information: Personal Learning Plan	**Duration** 1 hour
		Delivery WebEx

Price $79.00

Prerequisites None

Description Learn about the options for using the PLP for keeping track of information on individual students.

Audience Building admin./clerical/counselors in charge of documenting information on individual students.

Class Size 6 - 15

Offered 5/10/2006 9:30 AM **Location** WebEx Online

ST 1040	Student Information: Reports(No Special Education Reports)	**Duration** 1 hour
		Delivery WebEx

Price $79.00

Prerequisites

Description Learn about the information available in canned reports (excluding Special Education related reports) located in Student Information>Reports.

Audience Building/District level staff responsible for pulling reports.

Class Size 6 - 15

Offered 5/12/2006 9:30 AM **Location** WebEx Online

ST 1050	Student Information: Reports(Only Special Education)	**Duration** 1 hour
		Delivery WebEx

Price $79.00

Prerequisites

Description Learn about the Special Education related reports located in Student Information>Reports.

Audience Building/District/Special Education staff who need to pull reports related to special education.

Class Size 6 - 15

Offered 5/8/2006 1:30 PM **Location** WebEx Online

| ST 1080 | Student Information: Professional Development Plans | **Duration** 2 hours |
| | | **Delivery** WebEx |

Price $79.00

Prerequisites

Description Learn how to set up Professional Development Plans for teachers within the Campus Application

Audience Building/District level staff who manage professional development plans for teachers.

Class Size 6 - 15

Offered 6/21/2006 9:30 AM   **Location** WebEx Online

| ST 2000 | Student Information: Special Education Overview (not state specific) | **Duration** 2 hours |
| | | **Delivery** WebEx |

Price $79.00

Prerequisites None

Description Learn system admin set up for Special Ed and view implications for end users.

Audience Special Education staff who manage special education.

Class Size 6 - 15

Offered 5/15/2006 9:30 AM   **Location** WebEx Online

| ST 2010 | Student Information: Behavior Processing and Letters | **Duration** 2 hours |
| | | **Delivery** WebEx |

Price $79.00

Prerequisites None

Description Learn how to enter behavior referrals, to enter events, roles, and resolutions, and to create behavior letters.

Audience Building level staff who manage behavior.

Class Size 6 - 15

Offered 4/17/2006 9:30 AM   **Location** WebEx Online

| ST 2020 | Student information: Health | **Duration** 2 hours |
| | | **Delivery** WebEx |

Price $79.00

Prerequisites None

Description Learn health module set up and usage.

Audience Building/District level staff who manage student health information.

Class Size 6 - 15

Offered 4/19/2006 1:30 PM   **Location** WebEx Online

SY 2000	System Administration: Posting and Generating Transcripts	**Duration** 1 hour **Delivery** WebEx

Price	$79.00
Prerequisites	None
Description	Learn how to identify which items will post to transcripts, to post to transcripts, and to run batch transcripts.
Audience	Building/District level staff who manage student transcripts.
Class Size	6 - 15
Offered	5/19/2006 9:30 AM **Location** WebEx Online

SY 2010	System Administration: Report Cards	**Duration** 1 hour **Delivery** WebEx

Price	$79.00
Prerequisites	None
Description	Learn how to find teachers who have not posted grades, to set up and to run batch report cards.
Audience	Building/District level staff who manage student report cards.
Class Size	6 - 15
Offered	5/18/2006 1:30 PM **Location** WebEx Online

SY 2020	System Administration: End of Year Processing	**Duration** 1 hour **Delivery** WebEx

Price	$79.00
Prerequisites	None
Description	Learn end of year processing functions.
Audience	Building/District level staff who end student enrollments.
Class Size	6 - 15
Offered	5/22/2006 9:30 AM **Location** WebEx Online

SY 2030	System Administration: Test Creation, Mapping and Importing	**Duration** 2 hours **Delivery** WebEx

Price	$79.00
Prerequisites	None
Description	Learn to create tests and maps for importing testing data into Campus.
Audience	District/Building level staff who manage student assessment data.
Class Size	6 - 15
Offered	5/24/2006 1:30 PM **Location** WebEx Online

SY 2040	System Administration: Assessment Workshop	**Duration**	4 hours
Price	$129.00	**Delivery**	In Person

Prerequisites None

Description Bring your test files to Infinite Campus Headquarters and learn how to create tests, mappings, import your data, and understand error messages.

Audience District/Building level staff who manage student assessment data.

Class Size 6 - 15

Offered 6/15/2006 8:00 AM   **Location** Arden Hills, MN

SY 2060	System Administration: Customizing Campus	**Duration**	2 hours
Price	$79.00	**Delivery**	WebEx

Prerequisites None

Description Learn how to create custom tabs, fields, lists, and outline links.

Audience Building/District level staff who create customized features in Campus.

Class Size 6 - 15

Offered 5/25/2006 1:30 PM   **Location** WebEx Online

TE 3000	Technical: Schema Workshop	**Duration**	4 hours
Price	$129.00	**Delivery**	In Person

Prerequisites None

Description Learn Campus data schema in relation to the web interface.

Audience District technical staff who need to understand the Campus Schema in more depth.

Class Size 6 - 15

Offered 6/26/2006 8:00 AM   **Location** Arden Hills, MN
          5/9/2006 8:00 AM   **Location** Arden Hills, MN

TE 3010	Technical: SQL Reporting Services Set Up Workshop	**Duration**	4 hours
		Delivery	In Person
Price	$129.00		

Prerequisites None

Description Learn and practice using SQL Reporting Services as a reporting option.

Audience District technical staff interested in using SQL Reporting Services as a reporting option.

Class Size 6 - 15

Offered 6/27/2006 8:00 AM   **Location** Arden Hills, MN
          5/10/2006 8:00 AM   **Location** Arden Hills, MN

TE 3020	Technical: SQL Reporting Services Workshop	**Duration**	1.5 days
Price	$225.00	**Delivery**	In Person

Prerequisites   TE 3000

Description   Learn to connect to the database, set up projects, create data sources, lay out reports, deploy reports and projects, and link in Campus.

Audience   District technical staff who will be using VisualStudio.net to generate custom reports for their district.

Class Size   6 - 15

Offered

6/28/2006 8:00 AM	**Location**	Arden Hills, MN
5/10/2006 12:30 PM	**Location**	Arden Hills, MN

TE 3030	Technical: FDF Creating Custom Forms	**Duration**	2 hours
Price	$79.00	**Delivery**	WebEx

Prerequisites   None

Description   Learn to create Form Document Forms to upload and use within the Special Education or Health Modules of Campus

Audience   Building/District level staff who will be creating custom FDF documents

Class Size   6 - 15

Offered

4/18/2006 1:30 PM	**Location**	WebEx Online

TE 3040	Technical: FDF Creating Custom Forms Workshop	**Duration**	4 hours
Price	$129.00	**Delivery**	In Person

Prerequisites   None

Description   Learn and practice creating Form Document Forms to upload and use within the Special Education or Health modules of Campus.

Audience   Building/District level staff who will be creating custom FDF documents.

Class Size   6 - 15

Offered

6/29/2006 12:30 PM	**Location**	Arden Hills, MN
5/12/2006 8:00AM	**Location**	Arden Hills, MN

Courses by Date

*All courses are Central DaylightTime unless otherwise noted

Number	Title	Delivery	Date	Time	Location	Price
CA 998	Campus Recordings: FREE Instruction Module Recordings	Recording	4/17/2006	9:30 AM	WebEx Recording	$0.00
ST 2010	Student Information: Behavior Processing and Letters	WebEx	4/17/2006	9:30 AM	WebEx Online	$79.00
GR 2060	Grading & Standards: Course Catalog	WebEx	4/18/2006	9:30 AM	WebEx Online	$79.00
AT 2010	Attendance: Letter Wizard	WebEx	4/18/2006	9:30 AM	WebEx Online	$79.00
ST 1010	Student Information: Locker Management	WebEx	4/18/2006	1:30 PM	WebEx Online	$79.00
TE 3030	Technical: FDF Creating Custom Forms	WebEx	4/18/2006	1:30 PM	WebEx Online	$79.00
SC 2010	Scheduling: Scheduling Preparation (Using a Course Catalog)	WebEx	4/19/2006	1:30 PM	WebEx Online	$79.00
SC 2000	Scheduling: Scheduling Preparation (No Course Catalog).	WebEx	4/19/2006	9:30 AM	WebEx Online	$79.00
ST 2020	Student information: Health	WebEx	4/19/2006	1:30 PM	WebEx Online	$79.00
ME 200	Messenger: School/District Messenger	WebEx	4/24/2006	1:30 PM	WebEx Online	$79.00
AD 105	Ad Hoc Reporting: Basics	WebEx	4/26/2006	9:30 AM	WebEx Online	$79.00
SC 2020	Scheduling: Schedule Wizard Overview	WebEx	5/1/2006	1:30 PM	WebEx Online	$79.00
SC 1000	Scheduling: Reports	WebEx	5/2/2006	9:30 AM	WebEx Online	$79.00
ST 1000	Student Information: Fee Management	WebEx	5/3/2006	9:30 AM	WebEx Online	$79.00
AD 300	Ad Hoc Reporting: Queries, Reports (NO SQL) Workshop	In Person	5/8/2006	12:30 PM	Arden Hills, MN	$129.00
AD 302	Ad Hoc Reporting: Cube Designer Workshop	In Person	5/8/2006	8:00 AM	Arden Hills, MN	$129.00
ST 1050	Student Information: Reports(Only Special Education)	WebEx	5/8/2006	1:30 PM	WebEx Online	$79.00
AD 301	Ad Hoc Reporting: Queries, Reports (WITH SQL) Workshop	In Person	5/9/2006	12:30 PM	Arden Hills, MN	$129.00

Code	Course	Type	Date	Time	Location	Price
TE 3000	Technical: Schema Workshop	In Person	5/9/2006	8:00 AM	Arden Hills, MN	$129.00
AD 104	Ad Hoc Reporting: Attendance Queries	WebEx	5/9/2006	9:30 AM	WebEx Online	$79.00
TE 3010	Technical: SQL Reporting Services Set Up Workshop	In Person	5/10/2006	8:00 AM	Arden Hills, MN	$129.00
TE 3020	Technical: SQL Reporting Services Workshop	In Person	5/10/2006	12:30 PM	Arden Hills, MN	$225.00
ST 1030	Student Information: Personal Learning Plan	WebEx	5/10/2006	9:30 AM	WebEx Online	$79.00
AD 103	Ad Hoc Reporting: Behavior Queries	WebEx	5/11/2006	1:30 PM	WebEx Online	$79.00
TE 3040	Technical: FDF Creating Custom Forms Workshop	In Person	5/12/2006	8:00AM	Arden Hills, MN	$129.00
AT 2000	Attendance Messenger: Communicating to Guardians	WebEx	5/12/2006	1:30 PM	WebEx Online	$79.00
ST 1040	Student Information: Reports(No Special Education Reports)	WebEx	5/12/2006	9:30 AM	WebEx Online	$79.00
ST 2000	Student Information: Special Education Overview (not state specific)	WebEx	5/15/2006	9:30 AM	WebEx Online	$79.00
GR 1000	Grading & Standards: Opening and Closing the Grading Window	WebEx	5/17/2006	9:30 AM	WebEx Online	$79.00
GR 2020	Grading & Standards: Elementary Scheduling and Standards Set Up	WebEx	5/17/2006	1:30 PM	WebEx Online	$79.00
SY 2010	System Administration: Report Cards	WebEx	5/18/2006	1:30 PM	WebEx Online	$79.00
SY 2000	System Administration: Posting and Generating Transcripts	WebEx	5/19/2006	9:30 AM	WebEx Online	$79.00
SY 2020	System Administration: End of Year Processing	WebEx	5/22/2006	9:30 AM	WebEx Online	$79.00
FO 1000	Food Service: Free Overview of Campus Food Service	WebEx	5/22/2006	2:00 PM	WebEx Online	$0.00
GR 2000	Grading & Standards: Curriculum Programs/Grad Planner	WebEx	5/23/2006	9:30 AM	WebEx Online	$79.00
GR 2040	Grading & Standards: Secondary Scheduling and Standard Set Up	WebEx	5/23/2006	1:30 PM	WebEx Online	$79.00
SY 2030	System Administration: Test Creation, Mapping and Importing	WebEx	5/24/2006	1:30 PM	WebEx Online	$79.00
SY 2060	System Administration: Customizing Campus	WebEx	5/25/2006	1:30 PM	WebEx Online	$79.00
GR 2050	Grading & Standards: Grading Set Up	WebEx	5/25/2006	9:30 AM	WebEx Online	$79.00

GR 1010	Grading & Standards: Composite Auto Grading	WebEx	5/26/2006	9:30 AM	WebEx Online	$79.00
GR 1020	Grading & Standards: Reports	WebEx	5/27/2006	9:30 AM	WebEx Online	$79.00
CE 1010	Census: Reports	WebEx	5/27/2006	12:30 PM	WebEx Online	$79.00
ME 201	Attendance Messenger: Communicating with Parents/Guardians	WebEx	5/31/2006	9:30 AM	WebEx Online	$79.00
AD 201	Ad Hoc Reporting: SQL Pass Through Queries	WebEx	6/6/2006	12:30 PM	WebEx Online	$79.00
AD 202	Ad Hoc Reporting: Advanced Queries and Reports (NO SQL)	WebEx	6/6/2006	9:30 AM	WebEx Online	$79.00
AD 203	Ad Hoc Reporting: Cube Designer	WebEx	6/7/2006	9:30 AM	WebEx Online	$79.00
AT 1020	Attendance: Reports	WebEx	6/7/2006	9:30 AM	WebEx Online	$79.00
BE 2000	Behavior: Messenger Capabilities	WebEx	6/12/2006	9:30 AM	WebEx Online	$79.00
GR 2030	Grading & Standards: Elementary Scheduling and Standards Set Up Workshop	In Person	6/13/2006	12:30 PM	Arden Hills, MN	$129.00
GR 2010	Grading & Standards: Curriculum Programs and Grad Planner Workshop	In Person	6/13/2006	8:00 AM	Arden Hills, MN	$129.00
AD 102	Ad Hoc Reporting: Census Queries	WebEx	6/13/2006	1:30 PM	WebEx Online	$79.00
BE 1010	Behavior: Reports	WebEx	6/13/2006	1:30 PM	WebEx Online	$79.00
SY 2040	System Administration: Assessment Workshop	In Person	6/15/2006	8:00 AM	Arden Hills, MN	$129.00
AD 101	Ad Hoc Reporting: Course and Section Queries	WebEx	6/15/2006	9:30 AM	WebEx Online	$79.00
ME 203	Teacher Messenger: Communicating with Parents/Guardians	WebEx	6/15/2006	1:30 PM	WebEx Online	$79.00
BE 2010	Behavior: Letter Wizard	WebEx	6/20/2006	9:30 AM	WebEx Online	$79.00
AD 100	Ad Hoc Reporting: Fee Queries	WebEx	6/20/2006	9:30 AM	WebEx Online	$79.00
ST 1080	Student Information: Professional Development Plans	WebEx	6/21/2006	9:30 AM	WebEx Online	$79.00
AD 300	Ad Hoc Reporting: Queries, Reports (NO SQL) Workshop	In Person	6/22/2006	12:30 PM	Arden Hills, MN	$129.00

AD 302	Ad Hoc Reporting: Cube Designer Workshop	In Person	6/22/2006	8:00 AM	Arden Hills, MN	$129.00
ME 202	Behavior Messenger: Communicating with Parents/Guardians	WebEx	6/22/2006	9:30 AM	WebEx Online	$79.00
TE 3000	Technical: Schema Workshop	In Person	6/26/2006	8:00 AM	Arden Hills, MN	$129.00
AD 301	Ad Hoc Reporting: Queries, Reports (WITH SQL) Workshop	In Person	6/26/2006	12:30 PM	Arden Hills, MN	$129.00
TE 3010	Technical: SQL Reporting Services Set Up Workshop	In Person	6/27/2006	8:00 AM	Arden Hills, MN	$129.00
TE 3020	Technical: SQL Reporting Services Workshop	In Person	6/28/2006	8:00 AM	Arden Hills, MN	$225.00
TE 3040	Technical: FDF Creating Custom Forms Workshop	In Person	6/29/2006	12:30 PM	Arden Hills, MN	$129.00

Courses by Delivery

All courses are Central DaylightTime unless otherwise noted

Number	Title	Delivery	Date	Time	Location	Price
AD 300	Ad Hoc Reporting: Queries, Reports (NO SQL) Workshop	In Person	5/8/2006	12:30 PM	Arden Hills, MN	$129.00
AD 302	Ad Hoc Reporting: Cube Designer Workshop	In Person	5/8/2006	8:00 AM	Arden Hills, MN	$129.00
TE 3000	Technical: Schema Workshop	In Person	5/9/2006	8:00 AM	Arden Hills, MN	$129.00
AD 301	Ad Hoc Reporting: Queries, Reports (WITH SQL) Workshop	In Person	5/9/2006	12:30 PM	Arden Hills, MN	$129.00
TE 3020	Technical: SQL Reporting Services Workshop	In Person	5/10/2006	12:30 PM	Arden Hills, MN	$225.00
TE 3010	Technical: SQL Reporting Services Set Up Workshop	In Person	5/10/2006	8:00 AM	Arden Hills, MN	$129.00
TE 3040	Technical: FDF Creating Custom Forms Workshop	In Person	5/12/2006	8:00AM	Arden Hills, MN	$129.00
GR 2010	Grading & Standards: Curriculum Programs and Grad Planner Workshop	In Person	6/13/2006	8:00 AM	Arden Hills, MN	$129.00
GR 2030	Grading & Standards: Elementary Scheduling and Standards Set Up Workshop	In Person	6/13/2006	12:30 PM	Arden Hills, MN	$129.00
SY 2040	System Administration: Assessment Workshop	In Person	6/15/2006	8:00 AM	Arden Hills, MN	$129.00
AD 302	Ad Hoc Reporting: Cube Designer Workshop	In Person	6/22/2006	8:00 AM	Arden Hills, MN	$129.00
AD 300	Ad Hoc Reporting: Queries, Reports (NO SQL) Workshop	In Person	6/22/2006	12:30 PM	Arden Hills, MN	$129.00
AD 301	Ad Hoc Reporting: Queries, Reports (WITH SQL) Workshop	In Person	6/26/2006	12:30 PM	Arden Hills, MN	$129.00
TE 3000	Technical: Schema Workshop	In Person	6/26/2006	8:00 AM	Arden Hills, MN	$129.00
TE 3010	Technical: SQL Reporting Services Set Up Workshop	In Person	6/27/2006	8:00 AM	Arden Hills, MN	$129.00
TE 3020	Technical: SQL Reporting Services Workshop	In Person	6/28/2006	8:00 AM	Arden Hills, MN	$225.00
TE 3040	Technical: FDF Creating Custom Forms Workshop	In Person	6/29/2006	12:30 PM	Arden Hills, MN	$129.00
CA 998	Campus Recordings: FREE Instruction Module Recordings	Recording	4/17/2006	9:30 AM	WebEx Recording	$0.00

ST 2010	Student Information: Behavior Processing and Letters	WebEx	4/17/2006	9:30 AM	WebEx Online	$79.00
TE 3030	Technical: FDF Creating Custom Forms	WebEx	4/18/2006	1:30 PM	WebEx Online	$79.00
GR 2060	Grading & Standards: Course Catalog	WebEx	4/18/2006	9:30 AM	WebEx Online	$79.00
AT 2010	Attendance: Letter Wizard	WebEx	4/18/2006	9:30 AM	WebEx Online	$79.00
ST 1010	Student Information: Locker Management	WebEx	4/18/2006	1:30 PM	WebEx Online	$79.00
SC 2000	Scheduling: Scheduling Preparation (No Course Catalog).	WebEx	4/19/2006	9:30 AM	WebEx Online	$79.00
ST 2020	Student information: Health	WebEx	4/19/2006	1:30 PM	WebEx Online	$79.00
SC 2010	Scheduling: Scheduling Preparation (Using a Course Catalog)	WebEx	4/19/2006	1:30 PM	WebEx Online	$79.00
ME 200	Messenger: School/District Messenger	WebEx	4/24/2006	1:30 PM	WebEx Online	$79.00
AD 105	Ad Hoc Reporting: Basics	WebEx	4/26/2006	9:30 AM	WebEx Online	$79.00
SC 2020	Scheduling: Schedule Wizard Overview	WebEx	5/1/2006	1:30 PM	WebEx Online	$79.00
SC 1000	Scheduling: Reports	WebEx	5/2/2006	9:30 AM	WebEx Online	$79.00
ST 1000	Student Information: Fee Management	WebEx	5/3/2006	9:30 AM	WebEx Online	$79.00
ST 1050	Student Information: Reports(Only Special Education)	WebEx	5/8/2006	1:30 PM	WebEx Online	$79.00
AD 104	Ad Hoc Reporting: Attendance Queries	WebEx	5/9/2006	9:30 AM	WebEx Online	$79.00
ST 1030	Student Information: Personal Learning Plan	WebEx	5/10/2006	9:30 AM	WebEx Online	$79.00
AD 103	Ad Hoc Reporting: Behavior Queries	WebEx	5/11/2006	1:30 PM	WebEx Online	$79.00
AT 2000	Attendance Messenger: Communicating to Guardians	WebEx	5/12/2006	1:30 PM	WebEx Online	$79.00
ST 1040	Student Information: Reports(No Special Education Reports)	WebEx	5/12/2006	9:30 AM	WebEx Online	$79.00
ST 2000	Student Information: Special Education Overview (not state specific)	WebEx	5/15/2006	9:30 AM	WebEx Online	$79.00
GR 1000	Grading & Standards: Opening and Closing the Grading Window	WebEx	5/17/2006	9:30 AM	WebEx Online	$79.00

GR 2020	Grading & Standards: Elementary Scheduling and Standards Set Up	WebEx	5/17/2006	1:30 PM	WebEx Online	$79.00
SY 2010	System Administration: Report Cards	WebEx	5/18/2006	1:30 PM	WebEx Online	$79.00
SY 2000	System Administration: Posting and Generating Transcripts	WebEx	5/19/2006	9:30 AM	WebEx Online	$79.00
FO 1000	Food Service: Free Overview of Campus Food Service	WebEx	5/22/2006	2:00 PM	WebEx Online	$0.00
SY 2020	System Administration: End of Year Processing	WebEx	5/22/2006	9:30 AM	WebEx Online	$79.00
GR 2040	Grading & Standards: Secondary Scheduling and Standard Set Up	WebEx	5/23/2006	1:30 PM	WebEx Online	$79.00
GR 2000	Grading & Standards: Curriculum Programs/Grad Planner	WebEx	5/23/2006	9:30 AM	WebEx Online	$79.00
SY 2030	System Administration: Test Creation, Mapping and Importing	WebEx	5/24/2006	1:30 PM	WebEx Online	$79.00
SY 2060	System Administration: Customizing Campus	WebEx	5/25/2006	1:30 PM	WebEx Online	$79.00
GR 2050	Grading & Standards: Grading Set Up	WebEx	5/25/2006	9:30 AM	WebEx Online	$79.00
GR 1010	Grading & Standards: Composite Auto Grading	WebEx	5/26/2006	9:30 AM	WebEx Online	$79.00
GR 1020	Grading & Standards: Reports	WebEx	5/27/2006	9:30 AM	WebEx Online	$79.00
CE 1010	Census: Reports	WebEx	5/27/2006	12:30 PM	WebEx Online	$79.00
ME 201	Attendance Messenger: Communicating with Parents/Guardians	WebEx	5/31/2006	9:30 AM	WebEx Online	$79.00
AD 201	Ad Hoc Reporting: SQL Pass Through Queries	WebEx	6/6/2006	12:30 PM	WebEx Online	$79.00
AD 202	Ad Hoc Reporting: Advanced Queries and Reports (NO SQL)	WebEx	6/6/2006	9:30 AM	WebEx Online	$79.00
AD 203	Ad Hoc Reporting: Cube Designer	WebEx	6/7/2006	9:30 AM	WebEx Online	$79.00
AT 1020	Attendance: Reports	WebEx	6/7/2006	9:30 AM	WebEx Online	$79.00
BE 2000	Behavior: Messenger Capabilities	WebEx	6/12/2006	9:30 AM	WebEx Online	$79.00
BE 1010	Behavior: Reports	WebEx	6/13/2006	1:30 PM	WebEx Online	$79.00
AD 102	Ad Hoc Reporting: Census Queries	WebEx	6/13/2006	1:30 PM	WebEx Online	$79.00

ME 203	Teacher Messenger: Communicating with Parents/Guardians	WebEx	6/15/2006	1:30 PM	WebEx Online	$79.00
AD 101	Ad Hoc Reporting: Course and Section Queries	WebEx	6/15/2006	9:30 AM	WebEx Online	$79.00
BE 2010	Behavior: Letter Wizard	WebEx	6/20/2006	9:30 AM	WebEx Online	$79.00
AD 100	Ad Hoc Reporting: Fee Queries	WebEx	6/20/2006	9:30 AM	WebEx Online	$79.00
ST 1080	Student Information: Professional Development Plans	WebEx	6/21/2006	9:30 AM	WebEx Online	$79.00
ME 202	Behavior Messenger: Communicating with Parents/Guardians	WebEx	6/22/2006	9:30 AM	WebEx Online	$79.00